



Procurement and Contracts
Business Unit # 320AD
Purchase Order # 19-0001146
Summary Document – Do Not Dispatch To Vendor

Page: 1 of 2

Payment Terms: N/A Freight Terms: N/A Ship Via: N/A PCC: H Date: 10/08/18 PO Method: DG Dispatch: **Dispatch** Rev Dt: **Via Print**

THIS DOCUMENT IS A SUMMARY DOCUMENT. ITS PURPOSE IS TO ACCUMULATE INDIVIDUAL TRANSACTION DATA. FOLLOWING RECONCILIATION, TRANSACTION LINES WILL BE COPIED TO A MULTI-VENDOR VOUCHER, PAYABLE TO CITIBANK N A.

Vendor: CITIBANK N A
TRAVEL CENTRAL BILL ACCOUNT CBA PAYMENTS
PO BOX 78025
PHOENIX AZ 85062-8025
United States

Ship To: Texas Workforce Commission
101 E 15TH ST
RM 274
AUSTIN TX 78778-0001
United States

Vendor ID: 1135266470

Purchaser: Wilma J Richard
Phone: 512 936 3328
Fax: 512 475 3502
Email: wilma.richard@twc.state.tx.us

Bill To: APPO@twc.state.tx.us or
Texas Workforce Commission
101 E 15TH ST
RM 446
AUSTIN TX 78778-0001
United States

TWC Prefers Electronic Submission

PO Information:

Survey Monkey License Renewal
Budget Funding Code 9998 Survey Monkey Renewal-Monique Robertson
Cost Center 5624
Delegated Purchase \$5000 or Less

VID: 1371581003 Survey Monkey PO assigned 19-0001146 PR 17713-01

For Monique Robertson - (payment Oct 15 - On Procard)

Line-Sch	Line Description	Class/Item	Quantity	UOM	Unit Price	Extended Amt	Due Date
1- 1	Survey Monkey Renewal-Monique Robertson	956/35	1.0000	LOT	\$250.00000	\$250.00	11/28/2019

Schedule Total

ReqID:
0000017713

VID: 1371581003 Survey Monkey PO assigned 19-0001146 PR 17713-01

Item Total for Line # 1

Total PO Amount

All Shipments, Shipping papers, invoices and correspondence must be identified with our Purchase Order Number. Over shipments will not be accepted unless authorized by Purchaser prior to Shipment.



Procurement and Contracts

Page: 2 of 2

Business Unit # 320AD

Purchase Order # 19-0001146

Summary Document – Do Not Dispatch To Vendor

IMPORTANT CONDITIONS OF ORDER

This will be your authority to deliver, in accordance with instructions above and the terms of any existing contract agreement, accepted informal bid or quotation, the articles or services listed below. Containers, invoices and correspondence relative to this order must bear the purchase order number. Unless otherwise stipulated, freight charges are included in the unit price. If we previously agreed to pay transportation charges, shipments are to be made prepaid FOB destination and charges added to the invoice.

- * PAYMENT cannot be made until ALL items on this order are received, inspected and accepted unless we previously agreed to a partial payment.
- * ALL Invoices MUST match this PO by Line Number, Description, Quantity, Amount and include Delivery Date for Prompt Payment.
- * Purchase subject to TWC Terms and Conditions (Attachment I).

The State of Texas is exempt from all Federal Excise Taxes.

Tax Exempt ID -742764775.

STATE and CITY SALES TAX EXEMPTION CERTIFICATE: The undersigned claims an exemption from taxes under Texas Tax Code, Section 151.309(4), for purchase of tangible personal property described on this numbered order, purchased from contractor and/or shipper listed above, as this property is being secured for the exclusive use of the State of Texas.

A handwritten signature in black ink, appearing to be "M. A.", is written over a horizontal line.